



State of Utah

DEPARTMENT OF TRANSPORTATION

JOHN R. NJORD, P.E.
Executive Director

CARLOS M. BRACERAS, P.E.
Deputy Director

JON M. HUNTSMAN, JR.
Governor

GARY R. HERBERT
Lieutenant Governor

June 4, 2008

MEMORANDUM

TO: Consultant Services
Project Managers

FROM: Gregory M Searle, PE
Engineer for Construction

SUBJECT: CEMT Requirements

There have been several consultants asking what is required to become certified to perform Construction Engineering Management on a UDOT or Local Government Project. These requirements are found on the UDOT website under **Project Development/Construction/CEMT Training**. They are also included below.

Guide for Construction Engineering Management (CEM) Certification

The purpose of this guide is to outline the process and the requirements to become certified to perform Construction Engineering Management for the Utah Department of Transportation (UDOT).

Training and certification is necessary to maintain qualified project personnel on each project. UDOT is experiencing a large increase in the number of projects and is required to outsource many of these projects to consultants. The large workload is also putting high demands on the consultant community. UDOT has developed this training and certification program to assist both the UDOT and the Consultants in preparing well trained people to manage these projects.

Each Resident Engineer, Field Engineer and Office Manager, or person filling any of these rolls, will be required to attend the following training and must pass all associated testing:

1. Attend the annual UDOT CEMT Training Conference – No testing



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2. Take and pass all 7 on-line courses through SLCC – Quizzes included in Courses.
3. Participate in 7 of 11 Monthly Webinars – No testing

Each Resident Engineer, Field Engineer and Office Manager currently working on UDOT projects are required to meet all of the above requirements.

Consultants anticipating future CEM contracts with UDOT must complete the on-line courses prior to execution of a consultant services contract to obtain a conditional certification. Consultants will be allowed to work on UDOT construction projects after having taken and passed all of the on-line courses but must attend the subsequent webinars and annual UDOT CEMT Training Conference to become fully certified. This also applies to UDOT personnel.

There is one exception to the above requirements. There will be a course shutdown time for system maintenance from June 6, to July 6, 2008. During this shutdown, a consultant may get a contract executed but must complete the courses by July 14, 2008. After July 14, 2008, no consultant contracts will be executed without meeting the above requirements.

The SLCC on-line training system shutdowns will take place every three months and will last for a month each. The next scheduled shutdown will be from September 8 to October 6, 2008. Consultants need to plan accordingly and take the 7 on-line courses prior to entering into a contract for CEM work through UDOT Consultant Services.

To get a contract executed during the shutdown, the consultant must register for the SLCC courses by contacting Mike Garcia at MIKEGARCIA@utah.gov or at Office: 801-957-8538 Cell 801 633-0650 Fax: 801 965-4403. Once Mike has received a consultant's registration, the consultant can enter into a contract.

CC: Kris Peterson, P.E. Director of Construction and Materials